

Louisiana Behavior Analyst Board  
4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, LA 70816

**BOARD MEETING MINUTES: February 18, 2020**

Committee meetings began at 9:15 a.m.

The meeting of the Louisiana Behavior Analyst Board (Board) was noticed and called to order by Board Chair, Lloyd Boudloche, Jr. Ed.D. 9:52 a.m. on Tuesday, January 21, 2020 at 4334 S. Sherwood Forest Blvd., Suite C-150, Baton Rouge, Louisiana 70816. Present were Board Members: Lloyd Boudloche, Jr., Ed.D., Courtney Wright, Renee Cole, Calvin Cryer, and Alfred Tuminello, Jr., Executive Director Rhonda Boe and Compliance Officer, Justin Owens. Scott Williamson was absent. Also in attendance for public hour was Angela Murray.

A motion was made by Ms. Wright to approve the agenda for the February 18, 2020 meeting. None opposed and the motion passed.

A motion was made by Mr. Cryer to approve the minutes for the January 21, 2019 meeting with one minor technical change. None opposed and the motion passed.

Pursuant to LSA R.S. 42:6.1(4), Dr. Boudloche moved to enter Executive Session at 9:56 a.m. for credential file reviews.

Dr. Boudloche closed executive session at 11:15 a.m. and the following was reported.

Licensure Applicants 2.20/A, 2.20/B, 2.20/C, 2.20/D, 2.20/E, 2.20/F and 2.20/G were approved for licensure.

State Certified Assistant Behavior Analyst Applicant 2.20/H was approved for certification.

The status of other applicants reviewed are contained in the report below by compliance officer, Justin Owens.

Complaints Committee:

Ms. Boe presented the following report for Ellen Brocato, complaints coordinator:

- 1) Complaint should be closed due to length of time and circumstances that were basis of complaint no longer exists. Dr. Boudloche moved to a call for question on whether or not to close complaint. The votes were as follows: Mr. Tuminello – yay, Mr. Cryer – yay, Ms. Cole – yay, Ms. Wright – yay, Dr. Boudloche – yay. The vote was unanimous and the complaint is closed.
- 2) Consent Agreement terms to be offered are being prepared.
- 3) Waiting on Consent Agreement previously reached to be notarized and returned.
- 4) Informal meeting dates have been offered and we are waiting for reply.
- 5) Informal meeting dates have been offered and we are waiting for reply.
- 6) An informal meeting will be offered on this complaint in the next month or two.
- 7) It is recommended this complaint be closed as the board has no jurisdiction. Dr. Boudloche moved to a call for question on whether or not to close complaint. The votes were as follows: Mr. Tuminello – yay, Mr. Cryer – yay, Ms. Cole – yay, Ms. Wright – yay, Dr. Boudloche – yay. The vote was unanimous and the complaint is closed.

- 8) Respondent was noticed. Further evidence is being gathered.
- 9) Formal Administrative Complaint filed and hearing set for April 27-28, 2020.
- 10) Notice letter being prepared and further investigation is required.

Finance Committee:

Mr. Tuminello made a motion to pay the LSBEP February invoice and noted no discrepancies. None opposed. The Reconciliations for December and January were reviewed. Motions were made by Ms. Wright to approve December reconciliations and by Mr. Cryer to approve the January reconciliations. None opposed. The Reconciliations were dated and signed by preparer and dated and signed by Finance Committee Chair, Ms. Wright, indicating board approval. The full board reviewed the General Ledger, Balance Sheet, and Profit and Loss for December and January and no discrepancies were noted. Motions were made by Mr. Cryer to approve all the financials for December and by Dr. Boudloche for January. None opposed.

The board discussed the future location of the office and the possibility of purchasing a building for office space rather than paying a monthly lease. Ms. Boe advised the board on her research to open a Certificate of Deposit for a future location of the office. She advised a Capitol One 360 account would best serve the board based on interest rates and availability of funds if needed. Mr. Cryer made a motion to move the funds to a Capitol One 360 account. None opposed and the motion passed.

Jurisprudence Committee:

Ms. Wright reviewed the questions on the Jurisprudence Exam that currently have multiple correct answers. The board discussed and the questions were revised and will be submitted to the licensure software programmer.

Legislative Committee:

Ms. Boe informed the board the Occupational Licensing Review Committee held their second and final vote on the Supervision Rule changes and the changes were approved. The State Register's Office has received the Final Rule which has also been sent to appropriate Senators and Representatives. By law, they have 30 days to make any comments, changes, etc. Therefore, the Final Rule will not be published until April 20, 2020.

Ms. Boe informed the board Jim Raines is assisting the board to seek a sponsor for a bill for the 2020 Ordinary Session to put back in place term limits inadvertently deleted by the bill adding a consumer member to all DOH boards.

Policies and Procedures Committee:

Ms. Boe will have drafts to current policies and procedures requiring updates available at the next meeting for the board to review and revise.

Continuing Education Committee:

No new business

Supervision Oversight Committee:

No new business.

Long Range Planning:

FARB training is on hold.

New Business:

No new business.

Discussion Items:

The board reviewed changes the BACB will be implementing January 1, 2022 regarding supervision by newly certified BCBAs of trainees during their first year of certification. There will also be changes to the coursework, degree, and experience standards. This information is contained on the BACB website and can be found under “Upcoming Changes”.

Executive Director Report:

The licensure software company experienced unexpected growth and our project was transferred to a new contact. Ms. Boe is working with the new contact to expedite the launch of the new software.

The March meeting will be held on March 24, 2020.

Dr. Boudloche adjourned the meeting at 2:50 p.m.

**Louisiana Behavior Analyst Board  
Credential Review Minutes  
February 18, 2020  
(Executive Session)**

*Board Compliance Officer Justin Owens presented the following Line Technician applicants and registrants to the Board for initial or secondary consideration:*

**2.20/13** – The Board unanimously moved to **approve** registration and begin monthly updates provided the Criminal Background Check report exactly matches the applicant’s statements about prior arrests.

**2.20/12** – The Board unanimously moved to **approve** registration and begin providing monthly updates.

**2.20/11** – The Board unanimously moved to **approve** registration.

**2.20/2** – The Board unanimously moved to **approve** registration.

**2.20/10** – The Board unanimously moved to **approve** registration.

**2.20/15** – The Board unanimously moved to **approve** registration and begin monthly updates provided the Criminal Background Check report exactly matches the applicant’s statements about prior arrests.

2.20/8 – The Board unanimously moved to **deny** registration due to the number and severity of arrests.

2.20/14 – The Board unanimously moved to **approve** registration if applicant provides official documentation showing all charges listed in Criminal Background Check have been resolved.

2.20/6 – The Board unanimously moved to **approve** registration and begin monthly updates.

2.20/7 – The Board unanimously moved to **approve** registration contingent upon applicant providing official documentation which corroborates her written claim that all charges have been resolved. Mr. Tuminello abstained.

2.20/9 – The Board unanimously moved to **approve** registration.

2.20/1 – The Board moved unanimously to **approve** registration and begin monthly updates provided applicant provides, prior the April 2020 Board meeting, official documentation which indicates his out-of-state charges are progressing toward resolution. If applicant fails to provide this documentation within the provided timeframe, registration will be automatically revoked.

1.20/9 – The Board moved unanimously to **approve** registration.

12.19/3 – The Board moved unanimously to **approve** registration.

12.19/11 – The Board moved unanimously to **continue** registration uninterrupted and to advise registrant that official documentation which indicates the status of charges must be received prior to March 2020 Board meeting, or registration will be automatically revoked.

*Board Compliance Officer Justin Owens presented to the Board the following Line Technician registrants, SCABAs and LBAs who self-reported or for whom a “rap-back” was received:*

2.20/5 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

*Board Compliance Officer Justin Owens presented the following Line Technician registrants to the Board for ongoing monthly updates:*

6.7/B – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

1.20/5 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates. Mr. Cryer abstained.

8.19/12 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

12.18/10 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates. Mr. Cryer abstained.

1.19/4 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

6.19/5 – The Board moved unanimously to **continue** registration uninterrupted and move from monthly updates to quarterly updates.

8.19/8 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

7.19/6 – The Board moved unanimously to **continue** registration uninterrupted with monthly updates.

*Board Compliance Officer Justin Owens presented the following Line Technician registrants to the Board for ongoing quarterly updates:*

8.18/H – The Board moved unanimously to **continue** registration uninterrupted with quarterly updates.

6.19/4 – The Board moved unanimously to **continue** registration uninterrupted with quarterly updates.

6.19/10 – The Board moved unanimously to **continue** registration uninterrupted with quarterly updates.